

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER  
DECEMBER 9, 2008**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, December 9, 2008, in the Council Chambers of City Hall located at 610 Main Street.

**CALL TO ORDER**

Presiding Officer Mayor William J. Schmitt called the meeting to order at 8:00 a.m.

**ROLL CALL**

Mayor William J. Schmitt	Present
Board member Thomas R. Schmidt	Present
Board member Ambrose "Butch" Schitter	Present

Also present were Police Chief Douglas Tarvin, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Building Commissioner David Seger, Personnel/Safety Director Charles Schneider, Fire Chief Kenneth Hochgesang, City Attorney Sandra Hemmerlein, and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Juanita Boehm announced that in order to have a quorum, a majority of the board members must be present. All board members were present; therefore, there was a quorum for the meeting.

**PLEDGE OF ALLEGIANCE**

Mayor Schmitt invited all those present to join him in reciting the Pledge of Allegiance

**APPROVAL OF THE MINUTES**

The board members examined the minutes of the regular meeting held on November 25, 2008. A **motion** was made by Ambrose 'Butch' Schitter and seconded by Thomas Schmidt to approve the minutes as published. Motion carried 3-0.

**EXTEND PERFORMANCE BOND-HOPF PROPERTIES FIRST ADDITION**

Ken Brosmer, Brosmer Land Surveying, representing Mike and Glen Hopf, asked permission to extend the performance bond for Hopf Properties First Addition to January 11, 2010. The current bond and letter of credit will expire on January 11, 2009.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request of Mike and Glen Hopf to extend the performance bond for Hopf Properties First Addition to January 11, 2010. Motion carried 3-0.

**PERFORMANCE BOND RELEASE-NORTH BROOK PARK II**

Al Mehringer, representing Kerstiens Development, Inc, asked to release the performance bond for North Brook Park II. Mehringer stated there is one issue with a 4" drainage tile for surface draining and before the drainage plan is amended he was asked that the neighbors be notified that this change to the plan is their responsibility. The drainage plan included a specification that rigid perforated pipe be used for subsurface drain tile but the developer used a flexible perforated pipe. Mehringer said he has secured most of the signatures for the agreement to amend the drainage plan for the subdivision.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to release the performance bond for North Brook Park II on condition the agreements to the amendment to the drainage plan are recorded and the City gets copies of the recorded documents from the landowners who signed the agreement. Motion carried 3-0.

### **EXTEND PERFORMANCE BOND-BROOKSTONE ESTATES I**

Al Mehringer, representing Kerstiens Development, Inc, said the performance bond for Brookstone Estates I will expire March 13, 2009 and the Letter of Credit expires on July 9, 2009. In order for the two documents to coincide, Mehringer asked to extend the performance bond to July 9, 2009.

A **motion** was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to extend the performance bond for Brookstone Estates I from March 13, 2009 to July 9, 2009. Motion carried 3-0.

### **ANNUAL SUPPLY BIDS - 2009**

**Item #8 Supply 500 gallons or more of all grades of gasoline or diesel. FOB supplier location. Access to fuel 24 hours per day, every day of the year**

At the last meeting, the Board took the bid from Ackerman Oil for item #8 under advisement and had Chief Tarvin ask Ackerman to explain the difference in the two types of cards that were bid, the Circle A fleet card and the Sun Trak fleet card.

Tarvin said he spoke to Mike Ackerman from Ackerman Oil and Ackerman who was in attendance said the Sun Trak cards can be used at any Sunoco location and the Circle A cards can only be used at the local Circle A locations. There is a difference in the billing but the City pays the same gas price after taxes are exempted. Ackerman controls the billing for Circle A thus the price shown is without applicable taxes, but Ackerman Oil does not control the billing for Sun Trak so the price shown includes taxes. There was some discussion about whether or not the City should have Sun Trak charge cards.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to accept the use of both cards and the departments that use on a daily basis use Circle A and internally the departments will work out who gets Sun Trak cards. Motion carried 3-0.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to award Item #8 to Ackerman Oil and accept both cards. Motion carried 3-0.

### **POLICE REPORTS**

Police Chief Douglas Tarvin presented to the Board for its review the following reports for the Jasper Police Department.

Monthly Activity Report for November  
Fuel & Maintenance Report for October [revised] and November

Tarvin said the October Fuel & Maintenance Report contained some errors. The mistakes have been corrected and a revised report is attached to the November report.

### **SPEED TRAILER**

Police Chief Doug Tarvin said he had the speed trailer owned by all the county law enforcement agencies renovated for a total cost of \$1,465.17. The equipment is up and running and the cost to renovate the trailer is paid through the Pre-Trial Diversion Program.

### **EMA FUNDING-GENERATOR**

Police Chief Doug Tarvin reported that Emergency Management [EMA Budget] has received funds in the amount of \$850,000.00 less \$80,000.00 for Vanderburgh County that is available for twelve counties. Tarvin said when they met to discuss this matter, he asked for \$10,380.00 to be placed in the EMA funding to replace the generator at the water tower that is 25-30 years old.

Mayor Schmitt asked Tarvin if the item will be billed direct to EMA or will it be billed to the City. Tarvin said he thinks the EMA will send a check to the City of Jasper. Tarvin said E & K Electric has done other work for the police department and has worked on the old generator. Because they are the most responsive, E & K Electric will probably be used to do the work for the new generator.

### **FIRE DEPARTMENT REPORT**

Mayor Schmitt asked Fire Chief Kenneth Hochgesang to furnish mileage logs for the fire trucks and have a maintenance sheet on all trucks including his personal fire truck and have it ready to present by the first of the year.

### **ANNUAL SUPPLY BIDS - 2009**

City Engineer Chad Hurm stated that at the last meeting Item #4, concrete paving material and Item #10, concrete sidewalk replacement program were taken under advisement in order to check the references for low bidder River Town Construction since they are a new bidder. Hurm said he contacted some individuals who used their services and based upon the conversations he recommended accepting the low bid from River Town Construction, LLC from Newburgh, IN. He further stated that the City of Huntingburg had this company do work and they did not have anything bad to say. Mayor Schmitt said this company worked on the path by the high school.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to accept the low bid from River Town Construction, LLC on Item #4 and #10. Motion carried 3-0.

### **MULTI USE WALKING PATH**

City Engineer Hurm stated that the walking path is completed and a ribbon cutting ceremony was held last week.

Referring to the field office that was located at the Habig Center, City Attorney Sandra Hemmerlein stated that after the field office is no longer needed Hurm should get a letter from them stating such and do a walk through with the State at the office to see if there are any damages and if there are no damages, then we can release the deposit. Hurm said he still needs to do a punch list on the walk. Thomas Schmidt asked about the yellow line at the north end of the walk. Hurm replied the line is due to a wider width.

### **LIGHTWEIGHT ALUMINUM SHORING EQUIPMENT**

City Attorney Sandra Hemmerlein opened the following sealed quotes for lightweight aluminum shoring equipment that were requested by the street department:

Accurate Laser Systems Inc Zionsville, In	\$10,736.00 <u>200.00</u> plus freight \$10,936.00
Trench Shoring Services Pittsburgh, PA	\$19,029.00 <u>725.00</u> plus freight \$19,754.00
J & B Tool, Inc Dallas, GA	\$19,659.00 <u>900.00</u> plus freight \$20,559.00

A **motion** was made by Mayor Schmitt and seconded by Ambrose ‘Butch’ Schitter to take the quotes for shoring equipment under advisement and have the street commissioner report back at the next meeting. Motion carried 3-0.

### **SHORING TRAILER**

City Attorney Sandra Hemmerlein opened the following sealed quote for a shoring trailer:

Hopf Equipment Huntingburg, IN	\$4,917.00 includes freight
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Street Commissioner Raymond Eckerle said quote specifications were given to Action Trailer Sales and to Gudorf Equipment but these vendors did not submit a quote.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to take the single quote from Hopf Equipment under advisement and have the street commissioner report back at the next meeting. Motion carried 3-0.

### **STREET DEPARTMENT REPORTS**

**Asphalt contractor.** Street Commissioner Eckerle reported that Tri County Paving said the December pricing will decrease.

**Thank you.** Mayor Schmitt said the City received a Congratulations and Thank You from local resident Dick Lampert for the job done on Lechner Lane.

**Jackson Street sidewalk.** Thomas Schmidt said he received a “Thank You and what a wonderful Christmas present” from a Jackson Street resident for the job done on the Jackson Street sidewalk project.

**Recycling bin grant.** Eckerle reported that he received a notice that the City was turned down on a grant application for 50% funds for recycling bins. He said Jill did an outstanding job on the application and they will submit an application again in the Spring. Eckerle also said we should have enough bins to get through next year. Eckerle added that there is not a market for some recyclables but everyone needs to recycle to save our natural resources and the landfill.

### **FEMA REPORT**

Personnel/Safety Director Charles Schneider was hoping to give a report

on the FEMA recovery costs, but FEMA had a snag in the documentation and they wanted additional information which was provided. FEMA will be coming today at 10:00 a.m. and will hopefully sign off on the report.

#### **NEW COMPUTER – MAYOR’S DEPARTMENT**

Administrator Assistant Lois Kuntz presented quotes for a new computer for her office. Kuntz said her 2002 computer is on the verge of crashing and needs to be replaced. The quotes were as follows:

Company	Computer	Add. Ram	Firewire Backup	Shipping	Total
Best Buy	\$1,199.99	\$75.00	\$174.00	\$29.99	\$1,478.99
Apple Store	\$1,199.00	\$75.00	\$159.95	Free	\$1,433.95
CDW	\$1,198.00	\$81.99	\$109.99	Free	\$1,389.98
JetMicro	\$1,189.00	\$39.00	\$ 99.00	\$15.00	\$1,342.00

Kuntz recommended the low quote of \$1,342.00 from JetMicro.

A **motion** was made by Mayor Schmitt and seconded by Ambrose ‘Butch’ Schitter to approve the low quote from JetMicro for \$1,342.00. Motion carried 3-0.

Thereafter, a **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to deem Lois’ old computer no longer serviceable and have it destroyed by the street department. Motion carried 3-0.

#### **EASEMENTS**

City Attorney Sandra Hemmerlein presented the following easements for acceptance and approval:

##### *Grant of Permanent Electric Utility Easement*

Earlene K. Revel Part of Lot 17 in East Heights Addition

Anna M. Carrico & Vicky L. Egg Part of Lot 11 in East Heights Addition

Larry Horsting & Heather Rae Horsting Part of Lot 18 in East Heights Addition

Lesby Alvarez Part of Lot 22 in East Heights Addition

Eddie J. Kapp & Carol J. Kapp Part of Lot 23 in East Heights Addition

##### *Grant of Drainage Easement*

Vincent E. Horton & Laura L. Horton Part of Lot 22 in North Brook Park II

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve and accept the easements as described by the City Attorney. Motion carried 3-0.

#### **APPOINTMENT BY BOARD OF PUBLIC WORKS AND SAFETY**

Mayor Schmitt said Plan Commission member Rick Gunselman has submitted a letter resigning from that board effective December 31, 2008.

Thereafter, a **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt that as our representative of the Board of Public Works and Safety appoint Josh Gunselman to the Plan Commission to fill the remainder of Rick's term ending December 31, 2011. Motion carried 3-0.

**CLAIMS.** Claims against the City from November 7, 2008 to December 4, 2008 were presented to and examined by the board. Those claims found to be just, due and owing were approved 3-0 upon motion by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter.

**ADJOURNMENT.** There being no further business to come before the board, a motion was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:16 a.m.

The minutes were hereby approved \_\_\_\_\_ with   X   without corrections or clarification this 23<sup>rd</sup> day of December, 2008.

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**Mayor William J. Schmitt**  
**Presiding Officer**

**Attest:**

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**Juanita S. Boehm, Clerk-Treasurer**

Margaret A. Kress, Recording Secretary